

VIRGINIA NATIONAL GUARD
TECHNICIAN EMPLOYMENT OPPORTUNITY ANNOUNCEMENT NUMBER: 05-144

POSITION TITLE/NUMBER: Plans & Operations Specialist, 05-144, (PD No. R8757000)

GRADE/SALARY: GS-0301-11 \$50,541.00 - \$65,704.00 per annum

OPENING DATE: 7 September 2005 **CLOSING DATE:** 6 October 2005 (1700 hrs)

DUTY LOCATION: VAOT, Fort Pickett, VA

EMPLOYMENT STATUS: Excepted Service Male/Female Commissioned Officers (NTE 05)

WHO CAN APPLY:

Group I - All qualified Commissioned Officers (NTE 05) currently employed (permanent) in the Virginia Army National Guard Military Technician Program.

Group II - All qualified Virginia Army and Air National Guard Commissioned Officers (NTE 05), regardless of employment status (Traditional, Military Technician or AGR). To be considered as a Group II applicant, proof of enlistment in the Virginia National Guard must be attached if the enlistment occurred within 60 days prior to or during the advertisement period.

Group III - Individuals eligible for military membership in the Virginia National Guard.

MILITARY CRITERIA: Applicant must be qualified & eligible for award of an AOC as follows:
AOC: 01A

MILITARY ASSIGNMENT: Applicant selected for this military technician position must occupy a military assignment in the Virginia Army National Guard that ensures proper grade, unit, and AOC prior to placement.

POINT OF CONTACT: LTC Thomas Morgan, (434) 292-8619 or CPT Kent Doane, (434) 292-8625

QUALIFICATION REQUIREMENTS:

GENERAL: Experience, education or training which provided a general knowledge of the principles of organization, management, and administration.

SPECIALIZED: Work experience listed on the application must show at least thirty-six (36) months of specialized experience, such as: operating, program, or managerial experience in a type of work or a combination of functions directly related to the position to be filled or in comparable work or functions; experience in developing and recommending policy; organizing and carrying out specific programs, evaluating and recommending changes in methods of operations; experience in supervisory, staff or technical work which included study, analysis or evaluation leading to the development or improvement of managerial or administrative policies, practices and procedures; experience preparing written communications and oral presentations and/or briefings or requiring the candidate to communicate orally at the level of the position to be filled; progressively responsible experience which demonstrates the ability to provide technical guidance and assistance in the type of work or in comparable work of the position to be filled.

KNOWLEDGE, SKILLS, AND ABILITIES (KSAs): Applicants should prepare separate statements addressing all KSAs listed below. Explain any military and/or civilian experience which supports each KSA. **The KSAs are NOT used for basic qualification.** They are used solely for the purpose of rating and ranking candidates when there are more than ten (10) qualified applicants. If there are more than 10 qualified candidates certified, the KSAs will be used to assist in determining the best qualified candidates to be referred to the selecting supervisor. Failure to provide KSAs may result in inability to refer basically qualified candidates for consideration or interview.

1. Knowledge of the principles and standard practices of management.
2. Knowledge of the techniques of organization, direction, coordination and control.
3. Ability to formulate and execute long range plans and programs.
4. Ability to give specific guidance relative to a particular program.

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SUBSTITUTION OF EDUCATION FOR SPECIALIZED EXPERIENCE: Completion of courses such as the Officer Advanced Course, Squadron Officer School, Command and Staff College Course, Air and Army War College, National Security Management Course and others of comparable level will be credited at the rate of one month of education for two months of specialized experience. Applicants must submit transcripts, diplomas or other forms of completion certificates to provide verification of related courses.

DUTIES AND RESPONSIBILITIES POSITION DESCRIPTION R8757000: Researches a variety planning problems. Develops, analyzes and updates drug enforcement support operations contingency plans. Develops state reporting procedures regarding Serious Incident Report (SIR). Develops analyzes and updates the state Terrorism Counteraction Plan. Analyzes integrated plans for the Adjutant General on the State Defense Force (SDF) to assume state duties of NG following mobilization. Functions as an Operations Officer during training simulations.

REMARKS: Position requires a Secret security clearance.

APPLICATION PROCEDURES: INTERESTED APPLICANTS MAY APPLY BY SUBMITTING A RESUME, THE OPTIONAL APPLICATION FOR FEDERAL EMPLOYMENT (OF 612), OR THE SF 171, AND KSAs TO: THE ADJUTANT GENERAL OF VIRGINIA, VAHR-P, BUILDING 316, FORT PICKETT, BLACKSTONE, VA 23824-6316, TO ARRIVE IN THE HUMAN RESOURCE OFFICE BY THE CLOSING DATE SPECIFIED ON THE ANNOUNCEMENT. APPLICANTS MAY ALSO EMAIL APPLICATIONS TO vanguardtechjobs@va.ngb.army.mil or fax to (434) 298-6381. APPLICATIONS RECEIVED AFTER THE CLOSING DATE WILL NOT BE CONSIDERED. THE FOLLOWING DOCUMENTS ARE NOT ACCEPTABLE AS ATTACHMENTS TO APPLICATIONS: PHOTOGRAPHS, COPIES OF POSITION DESCRIPTIONS, PERFORMANCE RATINGS (CIVILIAN OR MILITARY), AWARDS, OR LETTERS OF APPRECIATION.

CONSIDERATION FOR THIS POSITION WILL BE WITHOUT REGARD TO SEX, AGE, OR HANDICAP (EXCEPT WHERE REQUIRED BY MILITARY REGULATIONS), RACE, COLOR, NATIONAL ORIGIN, RELIGION, LAWFUL POLITICAL AFFILIATION, OR MEMBERSHIP/NONMEMBERSHIP IN AN EMPLOYEE ORGANIZATION. RELOCATION EXPENSES WILL NOT BE PAID. SELECTEE REQUIRED TO PARTICIPATE IN DIRECT DEPOSIT/ELECTRONIC FUND TRANSFER. SELECTION AND PLACEMENT OF ANY GROUP II OR GROUP III APPLICANT IS CONTINGENT UPON SATISFACTORY COMPLETION OF A PREPLACEMENT MEDICAL SCREENING WHICH WILL BE PAID FOR BY THIS AGENCY.

A complete listing of all current Virginia National Guard Technician Employment Opportunity Announcements is available at <http://www.varich.ang.af.mil/hro/jobs/jobs.htm>.

TPVA 05-144

DAVID A. ARCHER
COL, AD, VaARNG
Human Resource Officer